

STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL

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ON-SITE SYSTEMS ADVISORY BOARD  
89 Kings Highway, Dover, DE 19901  
(302) 739-9948

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**Monthly Meeting Minutes**  
*For December 2, 2015*

**Members Present:** Byron Jefferson, David Austin, Matt Brill, Lāf Erickson, Ken Walsh, Andrew Whitman for Dave Schepens, Gerry Desmond, Tom Ryan

**Also Present:** DNREC staff: Dawn Dryden

- ❖ Meeting began at 9:15 a.m.
- ❖ Ken made a motion to accept the amended agenda items; Gerry seconded, all approved.
- ❖ November 4, 2015 Meeting Minutes reviewed; Matt made a motion to approve; Ken seconded, all approved.
- ❖ License Applications:

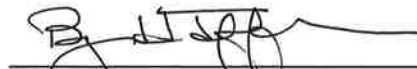
<b><i>Applicant Name</i></b>	<b><i>License Type</i></b>	<b><i>Approved</i></b>	<b><i>Denied</i></b>	<b><i>Motion By</i></b>	<b><i>2<sup>nd</sup> By</i></b>	<b><i>All In Agreement</i></b>
Henrietta Law	H	X		Gerry	Tom	X
Jeffrey Reed	I	X		Ken	Gerry	X
Andrew J. Dolby	I	X		Gerry	Matt	X

- ❖ Continuing Education Training (CET's):
  - Daniel Wagner (Class D #2377):
    - Summary Report 2015 – *Approved 12 hours*
  - Kenneth Christenbury (Class B,C #4137):
    - Ethics in Engineering - *Approved 3 hours, Laf opposed*
  - *United Site Services (Nicholas Blue)*
    - Safe Procedures for Proper Pumping & Servicing Portable Toilets for Portable Sanitation Business - *Approved for 1 hr*
    - Safety Training Requirements for Blood Borne Pathogens for the Portable Sanitation Business - *Approved for 1 hr*

- Personal Protective Equipment Requirements for Portable Sanitation Business - *Approved for 1 hr*
  - How to Safely Secure Portable units for transporting on Roadways for Portable Sanitation Business - *Approved for 1 hr*
  - Certified Fork Lift Training for Portable Sanitation Business - *Approved for 4 hrs*
  - Defensive Driving Training Score 4 Module B for Portable Sanitation Business - *Approved 3 hrs*
  - Defensive Driving Training Score 4 Module A for Portable Sanitation Business - *Approved 3 hrs*
  - Safe Lifting Practices & Procedures Requirements for Portable Sanitation Business - *Approved for 1 hr*
  - Safety Procedures for Clearing a Clogged Hose for the Portable Sanitation Business - *Approved for 1 hr*
  - Fire Safety Training on Vehicles for Portable Sanitation Business - *Approved for 1 hr*
  - Confined Space Training for Portable Sanitation Business - *Approved for 1 hr*
  - Safe Handling of Portable Toilets Requirements for the Portable Sanitation Business - *Approved for 1 hr*
  - Safety Training for Hazardous Materials Communication Requirements for the Portable Sanitation Business - *Approved for 1 hr*
  - Lock-out/Tagout Training for Portable Sanitation Business - *Approved for 1 hr*
  - Safety Requirements for a Pre-Post Trip Vehicle Inspection for the Portable Sanitation Business - *Approved for 1 hr*
- ❖ Course approval for failure to pass Class I written examination - Ken made a motion to allow applicant to take the Class I Preparation Course again and allow applicant to retest; if applicant fails to obtain a passing grade on the examination then OSSAB will revisit; Tom seconded, all approved.
- ❖ Enforcement:
- None to date
- ❖ Next scheduled meeting on January 6, 2015.
- ❖ Meeting adjourned at 10:15 a.m.



Prepared By Dawn Dryden



Approved By Byron Jefferson